

~~ADMINISTRATIVE - INTERNAL USE ONLY~~

Noted 12/13/65

OL/SD/CCDB
1607, Quarters Eye

10 December 1965

Chief, Records Administration Staff

Disapproval of Requisition #6805-967-66

1. This office does not feel that approval of the attached Requisition (6805-967-66) is justified for the following reasons:

a. Comparison of cost for 8 - 5 high stacks:

Diebold - \$1,814.00
Supreme Steel - \$1,362.24

b. Comparison of cost per filing inch:

	<u>DIEBOLD</u>	<u>SUPREME STEEL</u>
Letter	\$1.38	\$.88
Legal	1.42	1.01

c. Usage - Several of our offices; Security, Commo, FBIS, Contacts, DD/S and DD/I have found Supreme Steel to be very satisfactory.

d. General Schedule - Both Diebold and Supreme Steel are on general schedule.

e. Supreme Steel issues a life-time guarantee with each unit.

f. To assure easy rollability Supreme uses nylon rollers and through the use of nylon sleeves prohibits any moving metal from touching other metal.

g. In order to make a 5 high unit using Diebold it is necessary to use 1 three-suspension and 1 two-suspension shelf unit. Supreme makes a 5 high in one unit.

h. To limit the height of each stack to a two or three high unit defeats one of the main advantages associated with shelf filing; the better utilization of vertical space and reduction of costly floor space. However, if it is ever essential to use 2 or 3 high units, individually, they are available from most all manufacturers of roll-out shelving.

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2. The Records Administration Staff does not recommend one product over another except in cases where there is a sizeable cost difference, and there are no other significant differences.

STAT



Attachment

Distribution: 

Orig - Addressee

STAT

1 -  RO, O/L

STAT

1 - RAS file

DDS/RAS  10 December 1965)

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